

Office Memorandum • UNITED STATES GOVERNMENT

TO :

FROM :

DATE: 16 November 1954

SUBJECT: Proposed Notice N Supply, Standardization of Heavy-Duty
File Folders

1. Attached is the proposed notice re heavy-duty file folders with the comments of the various offices and our reply. The only point on which I do not believe we will get agreement is the DD/P request to have a metal tab on the folders which will cost an additional 4¢ each, plus the necessity for stocking three items instead of one.

2. If they will not agree to the elimination of the tab, we propose to try to get them to accept straight-cut, with continued approval for the pressboard folders for file. If they do not wish to accept this, I think we should concede the point and stock the folder with the metal tab.

Mallett agreed to 11/16/54

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